BEHAVIOUR MANAGEMENT POLICY

School Values

This school should provide everyone with a happy, secure and caring environment that promotes learning.

Parents, students and staff should work together to form a co-operative unit, developing a partnership to establish expectations and consequences.

This school and individual classrooms should be success oriented.

Everyone has a right to work in a calm and peaceful environment conducive to learning and devoid of disruptive behaviour.

Everyone has a right to be accepted and treated with fairness and respect because of their worth as an individual.

Everyone needs to be responsible for their own decisions and their behaviours and be aware that these have an effect on others and they must accept the consequences.

Everyone should be encouraged to develop a wide range of social and academic knowledge and skills, have a strong involvement in their learning and decision making, a commitment to cooperative relationships and non violent conflict resolution and be responsible for behavioural choices which lead to the fostering of self discipline.

MANAGING STUDENT BEHAVIOUR

YARD POLICY

Guiding principles

- Students will only be supervised in the schoolyard between the hours of 8:45am and 3:35pm unless otherwise arranged.
- Students are only to be in the staffroom under staff supervision.
- All student inquiries to be directed to the teacher on yard duty and students are to knock and wait for teacher assistance if attention is needed from the staff room.
- Students are to be dressed suitably at all times, ie, no bare feet, thongs, singlet tops, offensive apparel etc.
- School dress code is encouraged at all times.
- The restoration area, incinerator, agricultural area and pool are out of bounds except by arrangement with a staff member.
- When school is dismissed at the end of the day, all students are to go to the bus lines.
- During inclement weather teachers on yard duty will determine if students need to go indoors. The siren is sounded to indicate inclement weather and all students are required to move to their home class area. Teaching staff then need to supervise students. A buddy system can operate to pride a break.
- Year 11 and 12 students are permitted in their home class areas during breaks.
- School is a smoke, alcohol and drug free zone.
- JP and Middle primary are permitted to play on the playground equipment during scheduled recess and lunch breaks.
• Any items to be retrieved off roof areas can only be retrieved by a staff member.

• BALL GAMES:
  - the courtyard is a ball free zone.
  - the primary paved area is a kick free zone.
  - hard-ball games are to be played on big oval.
  - cricket balls are only to be used in cricket nets (under teacher supervision).
  - during recess or lunch periods the basketball court is not to be used for cricket/football activities unless a supervised activity is occurring. (for safety reasons)

• When school is dismissed at the end of the day, all students are to assemble in the paved area nearest to the buses. After the whistle is blown students are to stop talking, move towards the front and await instructions from the bus line supervisor.

• All students are to sit in the courtyard area and eat lunch for the first 5 minutes of the lunch period. Once the siren is sounded students may move off.

• Students are to walk through the courtyard, or any other areas where there is a high risk of collision.

**Low Level Yard Rules**

• Courtesy and manners to be used at all times.
• Chewing gum, soft drink (except on special occasions) not permitted on school grounds.
• Students are to walk on all pathways, around corners, between buildings and in non-playing areas.
• All rubbish is to be put in a bin.
• Hats must be worn at all times outdoors in Terms 1 and 4 and must be removed when entering indoors.

**Consequences:**
A reminder/warning/rule restatement
A logical consequence
Standout time- for a second offence or blatant infringement

**High Level Yard Rules**

• Offensive language/behaviour or harmful actions are not permitted eg fighting, swearing, serious harassment, throwing dangerous items, verbal abuse etc.
• Students must follow a staff member’s reasonable direction.
• Dangerous games are not permitted.
• Students may only climb on play equipment.
• Students must respect others’ property, no stealing, vandalism, wilful damage etc.
• Sports equipment to be properly treated and returned after use.

**Consequences:**
Time out with no warning or second chance.
No discussion except
  What are/were you doing?
  What is the school rule?
  What is the consequence?

**Responsibilities of the teacher on yard duty**

• To attempt to defuse conflicts before they escalate.
• To be consistent in enforcing yard rules.
• To not discuss issues with children, merely ask.
What are/were you doing?
Is it against a yard rule?
What is the consequence?

- To communicate time out information to oncoming teacher on duty.
- To communicate time out information to the student's class teacher.

Responsibility of class teacher
- To ensure all students are fully aware of school expectations as to responsible behaviour.
- To ensure all students are fully conversant with yard rules and the consequences of any infringement.
- To counsel their students who have encountered time out and give them strategies to alternative behaviours.

Responsibilities of Principal
- To ensure that where necessary the children are counselled appropriately.
- To contact parents after a third infringement to establish a discussion time.

Time out rules
- Students not permitted to eat or drink.
- Students are to sit quietly and reflect.
- Communication between students is not permitted.
- Students to stay until dismissed.

Consequences:
- A reminder/warning/ rule restatement
- A second infringement –an extra time out
- A third infringement-sent to office and the parents called in for a conference

CLASSROOM POLICY

Guidelines for establishing effective classroom rules.
- Each class is expected to establish class meetings on a regular basis
- From these class meetings comes the agenda for the SRC meetings, which are conducted weekly, or fortnightly
- Class meetings can also be the forums for the establishment of class expectations/yard rules.
**Classroom Rules**

It is suggested that classroom rules are established under the following six headings (as in the DECS Behaviour Management Policy Guidelines)

<table>
<thead>
<tr>
<th>movement</th>
<th>communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>treatment</td>
<td>safety</td>
</tr>
<tr>
<td>problem solving</td>
<td>learning</td>
</tr>
</tbody>
</table>

The classroom rules should also reflect the established Karcultaby School Values. (Caring, Respect and Honesty)

- The approach for establishing these expectations can be through the brainstorming of ideas.
- All children are encouraged to provide input in the form of discussion as well as voting for the inclusion of each item.
- Rights, responsibilities and logical consequences are also an integral part of the process.
- Every class needs to have a clear set of classroom rules.

The following steps in developing rules should be followed.

1. rules should be negotiated with the class to ensure that students own the rules.
2. provide a rationale for every rule.
3. negotiate a reasonable number of rules.
4. rules should be clearly defined.
5. rules should be positively stated.
6. rules should be enforceable.
7. rules should be publicly posted and displayed in the classroom.
8. rules must be backed up consistently by appropriate consequences negotiated with the students.

**Responsibilities of senior staff**

- Induct new teachers, parents and TRTs in the Student Behaviour Management policy.
- Monitor the overall policy ensuring consistency is maintained.
- Arrange for the SBM policy to be reviewed regularly.
- Ensure that appropriate behaviour is modelled by all members of the school community.
- Liaise with parents in relation to the SBM issues.
- Assume responsibility for managing crisis situations which may arise.
- Assist in conflict resolution to resolve problems within the school community.

**Responsibilities of teachers**

- Develop a success-oriented classroom.
- Promote mutual respect and understanding.
- Ensure students are involved in the negotiation of rules and consequences and have a thorough understanding of them.
- Be consistent in applying rules and consequences in a positive and firm manner.
- Display class rules and consequences.
- Inform parents of class rules and happenings.
- Review the class rules continually at least once a term.
- Model successful strategies for resolving conflict eg problem-solving steps.
- Implement a classroom based social skills program.
- Be prepared to seek help from appropriate resource people.
• Communicate with support staff, TRTs, line managers and the principal regarding SBM in their classroom.
• Ensure class meetings are held regularly.
• Provide a safe, caring, orderly classroom environment free of sarcasm and put-downs.
• Feel safe at all times.
• Participate in decision making.
• Be allowed to teach.

Responsibilities of TRTs

• Read and understand the SBM policy.
• Maintain the success-oriented classroom.
• Communicate with the class teacher regarding class behaviour.

Responsibilities of SSOs

• Be familiar with the policy.
• Ensure responsible behaviour takes place in areas they work in.
• Role model appropriate responsible behaviour.
• Communicate with the classroom teacher or senior staff regarding the SBM issues.
• Be supported and support staff in their implementation of the policy.
• Be involved in the decision making and development of the SBM policy.

Responsibilities of students

• Seek out information regarding the school rules and responsibilities.
• Be involved in the negotiation of class rules and consequences and the review of school rules.
• Help to maintain a success oriented classroom in which the rights of others are respected.
• Accept the consequences of their actions by following adult instructions.
• Develop strategies to resolve conflicts in non-violent ways and model these for other students.
• Seek support for solving problems they are not able to resolve for themselves.

And have the right to

• Learn.
• Feel safe all of the time.
• Be involved in decision making.
• Make choices.
• Know and understand the expectations of the school.

Responsibilities of parents

• Become aware of the SBM policy and its implementation and should be familiar with the school’s expectations of behaviour.
• Liaising with the appropriate school staff in relation to SBM issues.
• Providing input in the development, implementation and review of the SBM policy.
• Access any available information.

And have a right to
- Expect the best possible education for their child.
- Feel welcome in the school.
- Feel safe in the school.
- Have a say in the education of their child.
- Be informed about their child's progress and school procedures.